

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

E-Mail BrownCountyCountyBoard@co.brown.wi.us

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

THE WEEK OF DECEMBER 19 – 23, 2011

MONDAY, DECEMBER 19, 2011

- | | | |
|------------|--------------------------------------------------------|------------------------------------------------|
| *1:00 p.m. | Northeast Wisconsin Family Care District Board Meeting | Advance Business Center
2701 Larsen Road |
| *3:00 p.m. | Housing Authority | Room 604, City Hall
100 N. Jefferson Street |

TUESDAY, DECEMBER 20, 2011

- | | | |
|------------|------------------------------------|-----------------------------------------------------|
| *5:15 p.m. | Veterans' Recognition Subcommittee | Room 201, Northern Building
305 E. Walnut Street |
|------------|------------------------------------|-----------------------------------------------------|

WEDNESDAY, DECEMBER 21, 2011

- | | | |
|------------|-----------------------------------|-------------------------------------------------|
| *6:45 p.m. | Special Administration Committee | Room 210, City Hall
100 N. Jefferson Street |
| *6:45 p.m. | Special Human Services Committee | Room 207, City Hall
100 N. Jefferson Street |
| *7:00 p.m. | Brown County Board of Supervisors | Legislative Room 203
100 N. Jefferson Street |

THURSDAY, DECEMBER 22, 2011

(No Meetings)

FRIDAY, DECEMBER 23, 2011

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

District Board Meeting Agenda

December 19, 2011

1:00 p.m.

NWTC Advance Business Center

NEW FC District Offices

1. Call to Order
2. Confirmation of Proper Posting
3. Confirm Agenda
4. Review and Approve October 17, 2011 Meeting Minutes
5. Correct all previous meeting minutes—List Barbara Larson-Herber as Shawano County Representative, Serving as Fiscal Agent for NEW Planning Grant (action) under Other Attendees
6. Public Comment
7. CEO Report—Rolf Hanson (discussion only)
 - a. Department of Health Services Program Cost Comparison
 - b. Big Learning Event on Self Determination November 16, 2011 Post Planning
 - c. Areas of Focus
8. Fiscal Agent Report – Barb Larson-Herber (discussion only)
9. General Announcements (discussion only)
 - a. Board visit to Community Care of Central Wisconsin February 20, 2012
10. Adjourn

NOTE: Deviation from agenda order may occur

Individuals with disabilities requiring special accommodations for attendance at the meeting should contact Debbie at (920) 857-9997 at least 48 hours prior to the meeting.

Northeast Wisconsin Family Care is a member driven organization passionate about delivering service options by supporting personal choices which promote the greatest opportunity for an independent quality of life, in a caring, respectful, and efficient manner.

AGENDA
BROWN COUNTY HOUSING AUTHORITY
Monday, December 19, 2011, 3:00 p.m.
City Hall, 100 N. Jefferson Street, Room 604
Green Bay, WI 54301

MEMBERS: Michael Welch-Chair, Tom Diedrick, Rich Aicher, Darlene Hallet, Ann Hartman

APPROVAL OF MINUTES:

1. Approval of the November 21, 2011 minutes of the Brown County Housing Authority

COMMUNICATIONS:

2. Letter from HUD dated November 21, 2011 of approval of 2012 Annual Plan

REPORTS:

3. Report on Housing Choice Voucher Rental Assistance Program
 - A. Preliminary Applications
 - B. Unit Count
 - C. Housing Assistance Payments Expenses
 - D. Housing Quality Standard Inspection Compliance
 - E. Program Activity/52681B (administrative costs, portability activity, SEMAP)
 - F. Family Self-Sufficiency Program (client count, escrow accounts, graduates, new contracts, homeownership)
 - G. VASH Reports (active VASH, new VASH)
 - H. Langan Investigations Criminal Background Screening and Fraud Investigations

OLD BUSINESS:

4. Discussion and possible action regarding loan request from General Capital for low income housing tax credit development

NEW BUSINESS:

5. Discussion and possible action on request by Cardinal Capital Management to project base 52 vouchers for a veterans' housing project
6. Discussion and action regarding purchase of new housing software
7. Review and approval of revisions to Chapter 7 (Verification) of the Housing Choice Voucher Administrative Plan
8. Review and approval of the BCHA budget for the 2012 calendar year, including review of investments
9. Discussion and possible action on summons for Foreclosure of Mortgage for a recipient of a BCHA loan for down payment and closing costs

INFORMATIONAL:

BILLS:

FINANCIAL REPORT:

STAFF REPORT:

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VETERANS SUBCOMMITTEE

Bernie Erickson, Chair
Sherry Steenbock, Vice Chair
Donald Bettine, James Haskins, John Maino,
Troy Ness, Delores Pierce, Duane Pierce,
John Walschinski, Joe Witkowski

**Running Total of Veterans' Certificates: 1197

VETERANS' RECOGNITION SUBCOMMITTEE

Tuesday, December 20, 2011

5:15 p.m.

Room 201, Northern Building
305 E. Walnut Street

1. Call Meeting to Order – Chairman Bernie Erickson.
2. Invocation by Jim Haskins.
3. Approve/Modify Agenda.
4. Approve/Modify Minutes of October 18, 2011.
5. Discussion regarding Veterans Day.
6. Report from CVSO Jerry Polus – Veterans Court.
7. Report from Committee Members Present (Bettine, Haskins, Maino, Ness, Pierce, Steenbock, Walschinski & Witkowski).
8. Such other Matters as Authorized by Law.
9. Adjourn.

Bernie Erickson, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda. Word97agenda/humsvc/Veteran'Subcmte/April19_2011.doc

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ADMINISTRATION COMMITTEE

Tom Lund, Chair
Tony Theisen, Vice Chair
Kris Schuller, Mark Tumpach, Rob Miller

SPECIAL ADMINISTRATION COMMITTEE

Wednesday, December 21, 2011

6:45 p.m.

Room 210, City Hall
100 N. Jefferson Street

- I. Call to order.
 - II. Approve/modify agenda.
-
1. Review and Approval of Bid for pool cover at Syble Hopp.
 2. Such other matters as authorized by law.

Tom Lund, Chair

Attachments

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda. Word97/agendas/admin/October_2011.doc

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HUMAN SERVICES COMMITTEE

Patrick Evans, Chair
Carole Andrews, Vice Chair
Steve Fewell, Pat Moynihan Jr., Pat La Violette,
Pat Wetzel, Jesse Brunette

SPECIAL HUMAN SERVICES COMMITTEE

Wednesday, December 21, 2011

6:45 p.m.

**Rm. 207, City Hall
100 N. Jefferson Street**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.

Report from Human Services Chair, Patrick Evans

Veterans' Services:

1. Budget Adjustment (11-152): Increase in expenses with offsetting increase in revenue.

Human Services Dept.:

2. Income Maintenance Consortium Resolution.

Aging and Disability Resource Center:

3. Revenue and Expense Report for September, 2011

Other:

4. Audit of Bills.
5. Such Other Matters as Authorized by Law.

Patrick Evans, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda. Word97agenda/humsvc/doc

BOARD OF SUPERVISORS

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GUY ZIMA, CHAIR

MARY SCRAY, VICE CHAIR

PUBLIC NOTICE OF MEETING

Pursuant to Section 19.85 and 59.094, Wis. Stats., notice is hereby given to the public that the regular meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** will be held on **Wednesday, December 21, 2011, at 7:00 p.m.,** in the Legislative Room 203, 100 North Jefferson St., Green Bay, Wisconsin.

The following matters will be considered:

Call to order.

Invocation.

Pledge of Allegiance to the Flag.

Opening Roll Call.

1. **Adoption of Agenda.**
2. **Approval of Minutes of:**
 - a) November 7, 2011.
 - b) November 17, 2011 & November 21, 2011.
3. **Announcements of Supervisors.**
4. **Communications:**
 - a) Communication from Supervisor Bernie Erickson re: Update on Green Bay Metropolitan Sewerage Future Projects.
5. **Appointments by County Executive:**
 - a) Confirmation of Maria Lasecki as Child Support Administrator.
 - b) Appointment of Jeff Mitchell to Children with Disabilities Education Board.
 - c) Appointment of Lesley Green to Criminal Justice Coordinating Board.
 - d) Appointment of Stephanie Drall to Local Emergency Planning Committee.
 - e) Appointment of Christopher Wagner to Library Board.
 - f) Reappointment of Sandy Ryczkowski to Nicolet Federated Library Board.
 - g) Appointment of John Kennedy to Solid Waste Management Board.
6. **Reports by:**
 - a) County Executive.
 - b) Board Chairman.
7. **Other Reports:**
 - a) None.
8. **Standing Committee Reports:**
 - a) Report of Administration Committee of November 17, 2011.
 - i) Report of Administration Committee of December 8, 2011.
 - ii) Report (draft) of Special Administration Committee of December 21, 2011.

- b) Report of Education & Recreation Committee of December 1, 2011.
- c) Report of Executive Committee of December 12, 2011.
- d) Report of Human Services Committee of November 17, 2011.
 - i) Report (draft) of Special Human Services Committee December 21, 2011.
- e) Report of Planning, Development & Transportation Committee of November 28, 2011.
 - i) Report of Land Conservation Sub Committee of November 28, 2011.
- f) Report of Public Safety Committee of December 7, 2011.

9. **Resolutions, Ordinances:**

Administration Committee

- a. County Clerk - Resolution Supporting the 2012-2013 Memo of Understanding Between Brown County and the Town of Eaton for the Statewide Voter Registration System (SVRS).
Motion at Admin: To approve.
- b. County Clerk - Resolution Supporting the 2012- 2013 Memo of Understanding Between Brown County and the Town of Holland for the Statewide Voter Registration System (SVRS).
Motion at Admin: To approve.
- c. County Clerk - Resolution Supporting the 2012 – 2013 Memo of Understanding between Brown County and the Town of Humboldt for the Statewide Voter Registration System (SVRS). *Motion at Admin: To approve.*
- d. County Clerk - Resolution Supporting the 2012 – 2013 Memo of Understanding Between Brown County and the Town of Lawrence for the Statewide Voter Registration System (SVRS). *Motion at Admin: To approve.*
- e. County Clerk - Resolution Supporting the 2012 – 2013 Memo of Understanding Between Brown County and the Town of Morrison for the Statewide Voter Registration System (SVRS). *Motion at Admin: To approve.*
- f. County Clerk - Resolution Supporting the 2012 – 2013 Memo of Understanding Between Brown County and Town of New Denmark for the Statewide Voter Registration System (SVRS). *Motion at Admin: To approve.*
- g. County Clerk - Resolution Supporting the 2012 – 2013 Memo of Understanding Between Brown County and the Town of Pittsfield for the Statewide Voter Registration System (SVRS). *Motion at Admin: To approve.*
- h. County Clerk - Resolution Supporting the 2012 – 2013 Memo of Understanding Between Brown County and the Town of Glenmore for the Statewide Voter Registration System (SVRS). *Motion at Admin: To approve.*
- i. County Clerk - Resolution Supporting the 2012 – 2013 Memo of Understanding Between Brown County and the Town of Green Bay for the Statewide Voter Registration System (SVRS). *Motion at Admin: To approve.*
- j. County Clerk - Resolution Supporting the 2012 – 2013 Memo of Understanding Between Brown County and the Town of Rockland for the Statewide Voter Registration System (SVRS). *Motion at Admin: To approve.*
- k. County Clerk - Resolution Supporting the 2012 – 2013 Memo of Understanding Between Brown County and Town of Wrightstown for the Statewide Voter Registration System (SVRS). *Motion at Admin: To approve.*
- l. County Clerk - Resolution Supporting the 2012 – 2013 Memo of Understanding Between Brown County and the Village of Denmark for the Statewide Voter Registration System (SVRS). *Motion at Admin: To approve.*

- m. Resolution Supporting the 2012 – 2013 Memo of Understanding Between Brown County and the Village of Pulaski for the Statewide Voter Registration System (SVRS). *Motion at Admin: To approve.*
- n. Resolution re: To Authorize Use of Funds to Retain Outside Counsel. *Motion at Admin: To authorize use of funds to retain outside counsel not to exceed \$10,000.*
- o. Ordinance re: Creating Section 3.33 of the Brown County Code of Ordinances to Prohibit Carrying of Firearms into specified County Buildings and to Special Events. *Motion at Admin: To adopt the addition of the Northern Building and Ag & Extension Center to the List of Buildings which will prohibit concealed carry of firearms.*
- p. Ordinance re: Creation of Section 3.32 of the Brown County Code entitled "Fund Balance Policy". *Motion at Admin: To approve with changes.*
- q. Resolution re: 2012 Interoperability Capital Project. *Motion at Admin: To approve with changes.*

Education and Recreation Committee:

- r. Resolution re: Identifying Revenues That Can Be Deposited Into The Land and Building Acquisition Segregated Account. *Motion at Ed and Rec: To approve.*

Executive Committee

- s. Resolution re: Authority to Execute a 2012 Labor Agreement with the Brown County Sheriff's Department Supervisory Employees. *Motion at Executive: To approve.*

Human Services:

- si. Resolution re: Income Maintenance Consortium. *Motion pending December 21st mtg.*

Land Conservation Subcommittee:

- t. Resolution #1 re: Regarding Reduction of Agriculture Phosphorus Loading to Green Bay and Lake Michigan. *Motion at Land Con: To recommend that the County Board approve Resolution #1 and forward to Land Conservation. Nays: 1 (Dantinne).*
- u. Resolution #2 re: Retain Agricultural Tax Classification of Lands Enrolled in the Wetlands Reserve Program. *Action at Land Con: To recommend that the County Board approve Resolution #2 and forward to Land Conservation.*
- v. Resolution #3 re: Requesting Increased Resources be Directed to Prevent Asian Carp from Spreading to Inland Watersheds Through the St. Croix and Wisconsin Rivers. *Action at Land Con: To recommend the County Board approve Resolution #3 and forward to Land Conservation.*
- w. Resolution #4 re: Requesting Changes be Made To Conservation Practice Standards Incorporating Recommended Adaptions for Climate Change. *Action at Land Con: To recommend the County Board receive and place on file Resolution #4 and forward to Land Conservation.*
- x. Resolution #5 re: Support Merging WLWCA with WALCE and the Repeal and Recreation of the WLWCA Bylaws. *Action at Land Con: To recommend the County Board approve Resolution #5 and forward to Land Conservation.*

Planning, Development and Transportation Committee

- y. Resolution re: To Authorize Conveyance of 0.585 Acres of Vacant Land Previously Part of County Highway "GV" Right-of-Way. *Motion at PD & T: To approve.*

Public Safety Committee

- z. Ordinance to Amend §30.02 (4)(a) of the Brown County Code Entitled Ordinance Enforcement by Citation. *Motion at Public Safety: To approve.*
- aa. Resolution re: To Authorize Placement of Order for Radio Equipment. *Motion at Public Safety: To approve the resolution to authorize placement of order for radio equipment with the amended of the total cost at \$1.8 million.*

10. **Closed Session:** Pursuant to Wis. Stats. § 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Labor negotiations)
11. **Such other matters as authorized by law.**
12. **Bills over \$5,000 for period ending November 30, 2011.**
13. **Closing Roll Call.**
14. **Adjournment to Wednesday, January 18, 2012 at 7:00 p.m., Legislative Room, 100 N. Jefferson Street, Green Bay, Wisconsin**

Submitted by:

Guy Zima
Board Chairman

Notice is hereby given that action by the County Board of Supervisors may be taken on any of the items which are described or listed in this agenda. The County Board of Supervisors may go into Closed Session: Pursuant to Wis. Stats. § 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Committee at their discretion may suspend the rules to allow comments from the public during the meeting.

DECEMBER 2011



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				Ed & Rec 5:00 pm 1	2	3
4	5	6	7 Public Safety 5:30 pm	8 Admin 5:30 pm (Note date change) Human Svc Board 5:15 pm	9	10
11 GO PACK GO!! 	12 Executive Cmte 6:30 p.m.	13	14	15 Facilities Master Plan 5:15 p.m.	16	17
18	19	20 Veterans Recognition Subcommittee 5:15 p.m.	21 Spc Admin 6:45 Spc Hum Svc 6:45 Board of Supervisors 7:00 pm	22	23 County Board Office Closed at Noon	24
25 Christmas	26 County Board Office Closed	27 Land Con Plan Dev & Trans Cancelled	28 Human Svc 6:00 pm	29	30 County Board Office Closed at Noon	31



JANUARY 2012



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 	2 County Board Office Closed	3	4 Public Safety 5:00 pm	5 Ed & Rec 5:00 pm	6	7
8	9 Executive Cmte 6 pm	10	11	12	13	14
15	16	17	18 Board of Supervisors 7:00 pm	19	20	21
22	23 Land Con 6 pm Plan Dev & Trans 6:30 pm	24	25 Human Svc 6:00 pm	26 Admin 5:30 pm	27	28
29	30	31 Criminal Justice Coord Bd 3:30pm				

BROWN COUNTY COMMITTEE MINUTES

- Aging and Disability Resource Center of Brown County (December 1, 2011)
- Transportation Coordinating Committee (September 12, 2011)

To obtain a copy of Committee minutes:

[http://www.co.brown.wi.us/minutes and agendas/](http://www.co.brown.wi.us/minutes_and_agendas/)

OR

Contact the Brown County Board Office or the County Clerk's Department

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN
COUNTY BOARD MEETING**

December 1, 2011

PRESENT: Keith Pamperin, Pat Finder-Stone, Bill Clancy, Tom Diedrick, Steve Daniels,
Pat Hickey, Libbie Miller, Barbara Robinson, Marvin Rucker, Donajane Brasch

EXCUSED: Lisa Van Donsel

ALSO PRESENT: Sunny Archambault, Devon Christianson, Arlene Westphal, Debra Bowers

PLEDGE OF ALLEGIANCE.

Chairperson Diedrick called the meeting to order at 8:30 a.m.

ADOPTION OF AGENDA: A motion was made by Ms. Finder-Stone and seconded by Ms. Miller to adopt the December 1, 2011 Agenda. **MOTION CARRIED.**

INTRODUCTIONS: Introductions were waived.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF OCTOBER 27, 2011:

Sup. Clancy moved and Ms. Miller seconded to approve the minutes of the regular meeting of October 27, 2011. **MOTION CARRIED.**

COMMENTS FROM THE PUBLIC: None.

FINANCE REPORT:

A. REVIEW AND APPROVAL OF THE OCTOBER 2011 FINANCE REPORT:

Ms. Bowers reported that the October Finance Report appears to be on target. We are, and will continue to be, under spent in Salary Expense and Fringe Benefits due to hiring later in the year.

Ms. Bowers explained that we are over spent in Building Maintenance/Supplies due to unanticipated roofing repairs. She drew board member's attention to the report which details the expenses for Building Maintenance/Supplies.

After receiving \$57,142 from Focus on Energy, we are \$18,306 under spent in Energy Initiatives with our actual cost being \$44,221.

Mr. Pamperin moved and Ms. Miller seconded to approve the October 2011 Finance Report. **MOTION CARRIED.**

B. REVIEW AND APPROVAL OF RESTRICTED DONATIONS: There were no restricted donations.

REVIEW AND APPROVAL OF s.85.21 SPECIALIZED TRANSPORTATION APPLICATION:

Ms. Archambault reported that Brown County's s.85.21 grant for 2012 totals \$476,570 and requires a 20% county match of \$95,314. The match and project expenses were approved by the ADRC Board and the Brown County Board during the budget process. Now, the ADRC Board needs to review and approve the application which includes details for each project as well as transportation coordination efforts. She noted that these projects include the American Red Cross, N.E.W. Curative, Human Services Fare Assistance and Van Driver, Salvation Army, Oneida Elder Services and the Driver Escort Program. Ms. Miller moved and Ms. Hickey seconded to approve the 2012 s.85.21 Specialized Transportation Application. **MOTION CARRIED.**

CHAIRPERSON'S REPORT – FILLING OF DIRECTOR'S POSITION: Chairperson, Diedrick reported that he, along with Mr. Pamperin and Ms. Finder-Stone, met with Ms. Devon Christianson, ADRC

Assistant Director, to review her application for the ADRC Director's Position which will become available when Ms. Archambault retires on March 2, 2012. After interviewing Ms. Christianson, it was their consensus that she is the most qualified person and it is their recommendation that the board approve her application for the position of ADRC Director.

Ms. Archambault added that she had contacted the State and Brown County Corporation Council regarding the internal recruitment procedure and both indicated that they found no problem with the ADRC policy.

Ms. Finder-Stone moved and Ms. Miller seconded to approve Ms. Christianson's application and offer her the position of ADRC Director to include a 3-month transitioning period with her assuming the title on March 5, 2012. **MOTION CARRIED.**

Ms. Archambault noted that, in keeping with agency policy, the process for filling the Assistant Director's position would be to first open the position to internal staff. If no qualified candidates applied from within, the next step would be to post the position externally.

DIRECTOR'S REPORT: No report.

LEGISLATIVE UPDATE: No report.

ANNOUNCEMENTS: The following announcements were made:

- Board members expressed their thanks to Ms. Parrish, who was not in attendance, for her commitment and time served on the ADRC Board of Director. Ms. Archambault was directed to send a letter of appreciation on behalf of the board.
- Ms. Brown, of N.E.W. Curative, announced that they have received \$15,000 from the Community Foundation to assist with the Elder Hmong Program, a Senior Center concept that was implemented in June of 2011. The \$15,000 will be used for food, transportation and staffing needs.

NEXT MEETING DATE – January 26, 2012: The next Board of Director's Meeting is scheduled for January 26, 2012.

ADJOURN: Ms. Miller moved and Ms. Finder-Stone seconded to adjourn the meeting. **MOTION CARRIED.** The meeting adjourned at 9:04 a.m.

Respectfully submitted,

Arlene Westphal, Secretary

MINUTES
BROWN COUNTY TRANSPORTATION COORDINATING COMMITTEE
Monday, September 12, 2011
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
10:00 a.m.

ROLL CALL

Sunny Archambault	<u> x </u>	Barbara Natelle	<u> </u>
Diana Brown	<u> x </u>	Sandy Popp	<u> x </u>
Brandon Cooper	<u> </u>	Cole Runge	<u> Exc. </u>
Pat Finder-Stone	<u> x </u>	Julie Tetzlaff	<u> x </u>
Chris Hasselbacher	<u> x </u>	Derek Weyer	<u> x </u>
Kathy Hillary	<u> </u>	Tina Whetung	<u> x </u>
George Jackson	<u> </u>	John Withbroe	<u> </u>
Debbie Johnson	<u> x </u>	Vacant BC Exec.	<u> </u>
Kathy Johnson	<u> x </u>	Vacant BC Board Sup.	<u> </u>
Byia Martin	<u> </u>		

Others Present: Lisa J. Conard, Dan Teaters, Steve Maricque, Mary Schlautman, and Mai Yia Yang (Brown County Mobility Manager)

Vice-Chair Sandy Popp opened the meeting at 10:00 a.m.

L. Conard introduced Mr. Dan Teaters. L. Conard stated Dan was with the MPO and developed the map (distributed at the meeting) and the Metro route guide. All introductions were made.

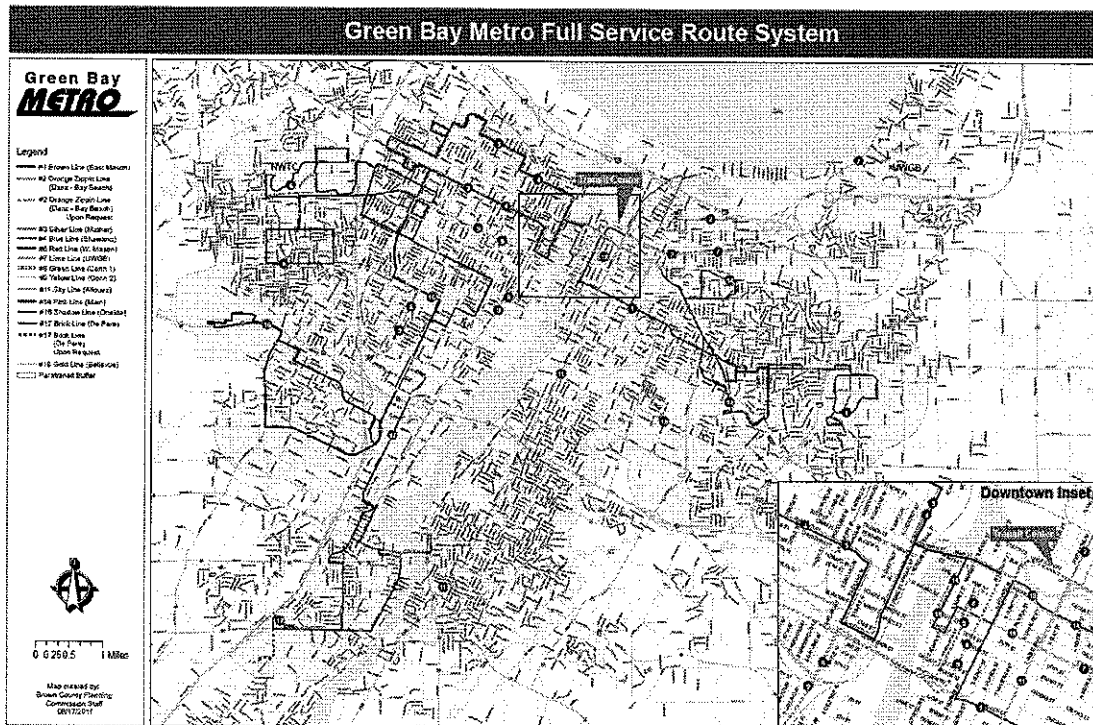
ORDER OF BUSINESS

1. Approval of the June 13, 2011, Transportation Coordinating Committee meeting minutes.

A motion was made by P. Finder-Stone seconded by S. Archambault, to approve the June 13, 2011, Transportation Coordinating Committee meeting minutes. Motion Carried.

2. Discussion of the modified paratransit service area that went into effect on September 6, 2011.

The BCPC staff provided members of the TCC with an 11"X17" color copy of the system map and paratransit boundary as follows:



K. Johnson stated the fixed route changes had little impact on the paratransit boundary. Initially, it looked like fixed route service would be eliminated from Libal Street, but the final plan allowed for some fixed route service on Libal Street to continue.

L. Conard stated that Tom Wittig, the new Metro Director, will allow certified paratransit clients that lived in the paratransit boundary area prior to September 6th to be "grandfathered" and able to use the system to and from their residence.

Brown County Planning Commission (BCPC) staff took clients' names and addresses from the MV Transportation database and ran them through the GIS mapping system. A total of nine clients qualified for grandfathered status.

K. Johnson stated that she will provide MV with the names of the grandfathered clients. K. Johnson also stated that some of the grandfathered clients live in a CBRF.

C. Hasselbacher asked for the addresses of the clients who are grandfathered so that service agencies do not place other eligible paratransit clients at that particular CBRF.

K. Johnson agreed to do so.

S. Archambault asked about the level of service in Allouez.

L. Conard stated that prior to September 6th, Allouez had service on both Webster Avenue and Libal Street. The village of Allouez desired a level of service that was more cost effective. Green Bay Metro staff worked with the village and developed a plan. Initially the proposal provided fixed route service on Webster only. Later the plan was modified to include service on a portion of Libal from Broadview to Hoffman. This was the service implemented on September 6th.

K. Johnson stated that it was not a reduction in service.

L. Conard stated that the existing paratransit clients would continue to be served by paratransit services and the paratransit portion of the costs would remain the same (population formula). The fixed route costs billed to Allouez would be reduced slightly (mileage formula).

L. Conard stated that Metro may consider minor tweaks to the new system in the near future. It is not anticipated that this will have an impact on the paratransit boundary as presented on the map.

J. Tetzlaff asked if the newly implemented Green Saturday program, which allows all fixed-route riders to ride free on Saturday, would be considered for the paratransit program.

K. Johnson stated no.

L. Conard confirmed that it is the policy to charge \$3.00 per one-way trip. A little more than a year ago, Green Bay Metro implemented a half-fare policy on Saturday (\$0.75). The paratransit fare remained at \$3.00. This practice is consistent with other systems.

L. Conard explained how Metro was able to offer free rides on the fixed route system on Saturdays. Most fixed-route riders use a 30 day-pass (\$35 adult, \$25 E&D, and \$19 students). Green Bay Metro collects payment at the beginning of the 30-day period and riders are allowed unlimited use of the system until the pass expires. Therefore, Metro does not collect any additional revenue if the pass holder rides on Saturdays or not. There are very few cash paying passengers and the amount of cash collected on previous Saturdays was negligible. If Metro were to waive the \$3.00 fare on Saturday for paratransit clients, it would have a significant impact on revenue.

3. Round robin discussion about paratransit service.

K. Johnson stated she hosted a meeting in August with MV staff and paratransit clients. This allowed clients to discuss any issues they had/have with MV and allow MV staff to address the issue.

K. Johnson stated that scheduled trips were missed and vehicles arrived late during the initial start-up period. This should not have happened but it did. Many issues have been addressed since this time.

A few issues have come to the forefront:

- K. Johnson stated that the carrying capacity of many of the MV vehicles is greater than that of the previous provider. For example, MV can carry four wheelchair passengers in one vehicle and the previous provider carried only two. Currently, passengers are sharing rides with up to three others. A trip that previously took 30 minutes may now take 45 minutes. This leads the client/caregiver to conclude that the trip was "late". In this case the client was not late as the law states that a passenger can be in a vehicle for up to 60 minutes.
- MV staff took over a system that was running at a rate of 96% subscription trips (subscription service is a standing reservation for customers who make the same trip

several times a week). K. Johnson noted that when you are at the 96% level, it is a given that casual trips are denied. Federal guidelines for subscription service indicate transit systems should be at 50%. K. Johnson stated that they are currently running at 86% subscription, in large part due to ASPIRO, NEW Curative, and CP being more flexible with programming. The goal is to get down to 50-60%.

- K. Johnson stated that she received complaints regarding Medicaid (MA) funded transportation services. It should be noted that Green Bay Metro is not responsible for MA trips. The State of Wisconsin, through a private trip brokerage firm called LogistiCare, manages the MA transportation program. Many MA clients are also certified paratransit clients and it is difficult for many to understand the difference in the programs.
- K. Johnson also heard complaints that MV drivers are not EMTs, which is a misunderstanding of the program.

L. Conard noted that the provider is allowed to negotiate with the client a trip pick-up time within specific parameters. Therefore, clients may not get their first choice. MV is not allowed to deny paratransit trips.

Discussion occurred regarding the problems clients and human service agencies are having with LogistiCare. They include no-shows, late trips, and not answering phones.

S. Popp stated that she is working with a group of advocates throughout the state to document LogistiCare problems.

Committee members agreed that MA clients that are not receiving services should contact their respective state legislators.

P. Finder-Stone suggested many individuals do not know who their state legislators are and that the information should be provided to the client.

L. Conard asked if any local private operators have signed on with LogistiCare.

S. Popp stated Wheelchair Transport started the process, but in the end decided against it.

Members of the committee stated that a company from Antigo had provided some trips in the Green Bay area. In addition, a local taxi cab company may have recently signed-on with LogistiCare.

K. Johnson stated that many people are unaware that a nursing home can become a LogistiCare-approved transportation provider and provide reimbursable trips for its own clients.

S. Archambault asked if Green Bay Metro has experienced an increase in paratransit trips since LogistiCare began brokering MA trips on July 1st, 2011.

K. Johnson stated no. Paratransit ridership is down slightly.

L. Conard asked Red Cross staff if they were seeing an increase in requests for services.

T. Whetung stated yes. They have experienced an increase of 30% in wheelchair-only rides. Red Cross has added an extra run and restructured vehicle assignments to accommodate the

increase. T. Whetung stated that she did not believe it was displacing existing trips/riders.

Diana Brown asked for statistics regarding denied paratransit trip requests.

K. Johnson stated that denied rides were not tracked.

D. Brown stated that her staff (NEW Curative) is working with MV staff on a daily basis. They are fine-tuning pick-up/drop-off locations and MV is working hard to address the problems.

J. Tetzlaff stated she is hearing reports from her clients that MV drivers will openly say things such as "I do not know where I am going" or "Why is dispatch telling me to do such and such, it does not make sense". Other committee members reported hearing this from their clients as well.

J. Tetzlaff stated that she regularly monitors the pick-ups at the CP center at the end of the day. She noticed that clients going to the same address are not necessarily assigned the same vehicle. J. Tetzlaff stated that she and her staff will be willing to work with MV to make the ride home more efficient.

K. Johnson stated that MV has had staff turnover in the dispatching area.

C. Hasselbacher stated she has a client that has given up on MV and has reallocated her resources and is now paying private pay to another provider.

S. Popp stated that she will be meeting with MV staff regarding the use of service animals in the near future. S. Popp stated she has a client with a large dog that will be assisting.

T. Whetung asked about the number of vehicles in use by MV for Metro's paratransit program.

K. Johnson stated that MV was currently using 16 vehicles to provide the paratransit service. The previous provider used 24 vehicles.

L. Conard stated it is important to note that the previous provider also offered MA and private-pay trips supporting the larger fleet. MV does not offer services outside of the paratransit contract at this time.

J. Tetzlaff asked K. Johnson if paratransit clients would be allowed to take paratransit on Packers game days, just like those who use the fixed-route service.

K. Johnson stated that Green Bay Metro is not publicizing the service. However, if a client needs transportation, Metro staff will work with MV to provide the ride.

L. Conard asked K. Johnson to clarify for the committee the paratransit boundary that would be applied: 1.) the full service system paratransit boundary, or 2.) a paratransit boundary based on the four Packers game day Sunday routes, which is considerably smaller.

K. Johnson stated that the four Packers game day routes would define the paratransit service area.

L. Conard asked if paratransit clients anywhere in the boundary could take paratransit on the Packers game scheduled for Monday, November 14th, 2011.

K. Johnson stated yes.

K. Johnson stated that Metro did not want to provide the service but may have to due to requests.

J. Tetzlaff stated that she has CP clients that use a wheelchair and have Packers tickets that will need transportation to and from the game.

L. Conard stated that specialized transportation to and from Packers games had previously been provided by Medi-Vans. Medi-Vans is no longer in business. L. Conard asked if this represents a service gap and wondered if there was a private sector solution to the problem.

S. Popp stated that Options for Independent Living has worked with the Packers organization in the past regarding accommodations for persons with disabilities and described the relationship as a positive one.

J. Tetzlaff stated that several of her clients got "no show" letters from MV. J. Tetzlaff stated that in some cases the driver did not show up on time so the clients left their pick-up points and made other arrangements. Later, the clients were given "no-show" letters.

K. Johnson stated that the previous provider did not issue "no-show" letters for many years. K. Johnson stated she had a hard time believing there were zero no-shows during that time.

K. Johnson is working with MV on this issue.

D. Teaters stated that the LIO office has created a tool for determining if a potential client's residence or any other origin or destination is within the paratransit boundary. It requires the user to enter the address and the system will determine if the parcel is within or outside of the boundary.

Staff agreed to share the link with the committee.

P. Finder-Stone commended the members of the committee for solving consumer problems.

4. Other matters.

S. Maricque stated that he rode the Quick Slant (new Packers game day service) on Thursday, September 8th. S. Maricque stated it worked well.

The next meeting of the TCC will be held on:

Monday, December 12, 2011
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
9:45 a.m.

5. Adjourn.

S. Popp closed the meeting at 11:40 a.m.